

SPF SIG Focus Group Tool #3
Focus Group Participant Tracking Form

This tracking form is being provided for your use. Alter it as needed. If you are doing both priorities, we suggest that you keep a separate tracking form for both priorities.

Date Contacted	Invitee Name	Focus Group	Able to Participate			Phone	Address	Letter Sent
			Yes	No	Comments			

Focus Group Codes: [Use this space to describe the focus group. For example, adult 1 nd (adult group 1 non-drinkers) or older adult 2 rx (older adult group 2 with narcotic prescriptions).]

1. adult 1 nd
2. adult 2 nd